

APPLICATION FOR POSITION VACANCY (MERIT PLACEMENT AND PROMOTION PROGRAM)		POSITION TITLE AND GRADE OF ANNOUNCED VACANCY	
TO:		ANN NO.	JOB NO.
		LOWEST ACCEPTABLE GRADE	ANN CLOSING DATE
INSTRUCTIONS TO APPLICANT: Complete Sections I, III (below) and the reverse side and submit to your servicing Civilian Personnel Office. The Civilian Personnel Office will complete Sections II, IV and V.			
SECTION I (To be completed by applicant)			
PLEASE CONSIDER ME FOR THE ABOVE VACANCY, I AM SATISFIED THAT MY OFFICIAL PERSONNEL FOLDER ACCURATELY REFLECTS MY EXPERIENCE, EDUCATION AND TRAINING, AND CONTAINS ALL OTHER DATA I WISH TO BE CONSIDERED IN CONNECTION WITH THIS APPLICATION.			
<input type="checkbox"/> PLEASE CHECK THIS BLOCK IF YOU ARE ENTITLED TO AND DESIRE PRIORITY CONSIDERATION			(Proof of priority consideration must be
TYPED OR PRINTED NAME OF APPLICANT		ORGANIZATION, OFFICE SYMBOL AND TEL. No. OF APPLICANT	
SIGNATURE OF APPLICANT	DATE	NAME AND TELEPHONE No. OF SUPERVISOR	
SECTION II (To be completed by Civilian Personnel Office)			
RESULTS OF CONSIDERATION: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> REFERRED: <input type="checkbox"/> Placed in Best Qualified Group but no selected <input type="checkbox"/> Selected <input type="checkbox"/> Employee notified. Date </div> <div style="width: 45%;"> <input type="checkbox"/> NOT REFERRED BECAUSE: <input type="checkbox"/> Failed to meet qualifying requirements. <input type="checkbox"/> Failed to meet regulatory requirements. <input type="checkbox"/> Not placed in Best Qualified Group. <input type="checkbox"/> Referral was by Service Computation Date. </div> <div style="width: 45%;"> <input type="checkbox"/> Recruitment was cancelled <input type="checkbox"/> You declined consideration <input type="checkbox"/> OTHER: </div> </div>			
SECTION III (To be completed by applicant)			
PLEASE PRINT OR TYPE YOUR NAME AND ADDRESS IF YOU WANT NOTIFICATION RETURNED TO YOU. _____ _____		POSITION TITLE AND GRADE OF VACANCY	
		ANNOUNCEMENT NUMBER AND DATE	
SECTION IV (To be completed by Civilian Personnel Office)			
YOU WERE CONSIDERED FOR THE POSITION VACANCY INDICATED ABOVE. THE RESULTS WERE AS FOLLOWS: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> YOU WERE NOT REFERRED BECAUSE: <input type="checkbox"/> You failed to meet qualified requirements. <input type="checkbox"/> You failed to meet regulatory requirements. <input type="checkbox"/> You were not placed in the Best Qualified Group. <input type="checkbox"/> Referral was by Service Computation Date. <input type="checkbox"/> Recruitment was cancelled. <input type="checkbox"/> You declined consideration. <input type="checkbox"/> OTHER: </div> <div style="width: 45%;"> <input type="checkbox"/> YOU WERE REFERRED: <input type="checkbox"/> But not selected. <input type="checkbox"/> And Selected. <input type="checkbox"/> And you declined. <input type="checkbox"/> OTHER: </div> </div>			
SIGNATURE OF CIVILIAN PERSONNEL STAFFING SPECIALIST			DATE
SECTION V (To be completed by Civilian Personnel Office)			
RECEIPT OF BID			
THIS IS TO ACKNOWLEDGE RECEIPT OF BID FROM:	PVA No.	JOB No.	DATE
CIVILIAN PERSONNEL REPRESENTATIVE			